

What you should you bring to the Tax Center 2015!

Personal Data

- ❖ Social Security Numbers (including spouse and children)
- ❖ Child care provider tax I.D. or Social Security Number and Address

Income Data

- ❖ W-2 forms
- ❖ Pensions and annuities
- ❖ Alimony received
- ❖ Jury Duty Pay
- ❖ State and local income tax refund
- ❖ Scholarships and fellowships
- ❖ Prizes and awards
- ❖ Gambling and lottery winnings

Financial Assets and Liabilities

- ❖ Interest income statements (form 1099-INT & 1099-OID)
- ❖ Dividend Income statements (form 1099-DIV)
- ❖ Tax Refunds and unemployment compensation (form 1099-G)
- ❖ Proceeds from broker transactions (form 1099-B) – (Not to Exceed 10 sale of stocks)
- ❖ Miscellaneous income (form 1099-MISC)
- ❖ Retirement plan distribution (form 1099-R)
- ❖ Student loan interest paid
- ❖ Early withdrawal penalties on CD's

Home and Rental Property Data

- ❖ Mortgage interest (form 1098)
- ❖ Home equity loan interest
- ❖ Real estate taxes paid
- ❖ Sale of your home or other real estate (form 1099-S)
- ❖ Rental property income
- ❖ Rental property expenses (See detailed rental expenses below)

Self-Employment Data

- ❖ Receipts and documentation for all business related expenses (for on post daycare expenses)
- ❖ Auto mileage log

Expense Documentation

- ❖ Charitable donations
- ❖ Unreimbursed business of volunteer work expenses
- ❖ Child care expenses (for on post housing only)
- ❖ Alimony paid
- ❖ Tax Return preparation fees
- ❖ Investment expenses
- ❖ Education expenses
- ❖ Job-hunting expenses
- ❖ Adoption expenses
- ❖ Moving expenses
- ❖ Medical expenses

Deductions

- ❖ IRA, SEP, SIMPLE and other retirement plan contributions
- ❖ Casualty and theft losses
- ❖ Medical savings accounts
- ❖ Energy Credit Expenditures

Year-end Items Needed for Tax Return Preparation

Business or Schedule C Filers

- ❖ Year-end Bank Statements for all open accounts
- ❖ Invoices for any large assets purchased
- ❖ All yearend tax documents (1099's etc.)
- ❖ Any IRS or State notices received.

If you have Payroll:

- ❖ Any notices received

Auto Mileage (if applicable):

- ❖ Description of each vehicle used (Make & Year)
- ❖ Total Mileage for the year (all miles including personal)
- ❖ Number of miles that are Business Miles for the year.

Rental Property: no more than two properties (if applicable):

Mortgage Interest and Taxes (or Rent) received for the year

- ❖ Property taxes
- ❖ Auto and travel
- ❖ Cleaning and maintenance
- ❖ Utilities (not including phone)
- ❖ Maintenance
- ❖ Trash service
- ❖ Insurance
- ❖ HOA
- ❖ Management Fees
- ❖ Advertisement
- ❖ Repairs
- ❖ supplies
- ❖ Legal and Professional fees
- ❖ Appliances
- ❖ Flood/home owners insurance

For Depreciation of Rental property

- ❖ Date Rental Began
- ❖ Cost basis of home
- ❖ Land value

HAVE YOUR RENTAL EXPENSES LISTED ON A SHEET PAPER AND WELL ORGANIZED.